

**MICHIGAN DEPARTMENT OF COMMUNITY HEALTH  
BEHAVIORAL HEALTH AND DEVELOPMENTAL DISABILITIES ADMINISTRATION  
BUREAU OF SUBSTANCE ABUSE AND ADDICTION SERVICES**

**Recovery Oriented System of Care Transformation Steering Committee Meeting  
MINUTES**

**FEBRUARY 24, 2011**

**9:00 a.m. - 1:30 p.m.**

**OKEMOS CONFERENCE CENTER**

|                          |   |
|--------------------------|---|
| <b>MEETING CALLED BY</b> | Bureau of Substance Abuse and Addiction Services (BSAAS)  |
| <b>TYPE OF MEETING</b>   | Standing Quarterly Meeting  |
| <b>FACILITATOR</b>       | Jeff Wieferich  |
| <b>NOTE TAKER</b>        | Lisa Miller   |
| <b>TIMEKEEPER</b>        | Lisa Miller   |
| <b>ATTENDEES</b>         | Ron Brown, Tom Combs, Joyce Foster-Hartsfield, Yarrow Halstead, Michael Head, Denise Herbert, Deborah Hollis, Achilles Malta, Lisa Miller, Elke Plescher, Sam Price, Dawn Radzioch, Marcia Scalera, Larry Scott, Felix Sharpe, Gary VanNorman, Brad VanZanten, Jeff Wieferich, Steve Wiland, Jackie Wood, Achilles Malta for Pam Pellerito. |

**TOPICS**

**WELCOME AND INTRODUCTIONS**

**MICHAEL HEAD**

|  |   |  |          |
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| DISCUSSION   | Meeting called to order at 9:15 a.m. and introductions were made around the room. |  |          |
| <p>Michael Head reported that Mental Health and Substance Abuse Administration has been renamed to the Behavioral Health and Developmental Disabilities Administration.</p> <p>This new name supports the direction of the department in terms of integrating behavioral health and physical healthcare. Behavioral health needs to provide better holistic care and be able to better identify chronic illness and what is needed to support them. The mental health system has already taken steps to bring primary care into several of their settings and these efforts have proven to be very effective.</p> <p>Michael Head also provided a brief overview of the budget and various efforts that the administration has to undertake because of the Affordable Care Act. One of the efforts that impacts behavioral health will be health homes - this will be supported over the next two years through a federal grant.</p> <p>Michael Head also indicated that there is a plan in process to decrease administrative costs within mental health and substance use disorder services. Over the next two years, the coordinating agencies will be moved under the umbrella of the Prepaid Inpatient Health Plans for the sole purpose of cutting down on administrative expenses. The funding will remain separate and the services for substance use disorders will remain due to federal requirements. Michael Head indicated that it will be an inclusive process as the integration begins to take shape in terms of the planning needs.</p> |   |  |          |
| CONCLUSIONS  |   |  |          |
| N/A  |   |  |          |
| ACTION ITEMS   | PERSON RESPONSIBLE  |  | DEADLINE |
| N/A  | N/A   |  | N/A      |

## UPDATE ON OUTSTANDING ROSC ITEMS

LISA MILLER

|   |   |           |
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| DISCUSSION  | Lisa Miller provided the group with updates on current ROSC projects. |           |
| Recovery Coaching Practice Guidelines – The workgroups have completed their tasks and put together recommendations to the TSC and BSAAS for what they believe is needed to support recovery coaching in Michigan. The guidelines are currently being reviewed by BSAAS and will be distributed to the Transformation Steering Committee (TSC) for feedback after internal review. |   |           |
| ROSC Glossary – The workgroup has completed their work on the glossary and it is currently being reviewed by BSAAS administration. It will be distributed to the TSC for feedback after internal review.  |   |           |
| ROSC PowerPoint Presentation – The presentation has been completed and the slides have been put on the BSAAS recovery website. TSC members will receive a copy of the presentation in PowerPoint format so that the presenters’ notes can be used to assist with any presentations.   |   |           |
| CONCLUSIONS   |   |           |
| N/A   |   |           |
| ACTION ITEMS  | PERSON RESPONSIBLE  | DEADLINE  |
| Recovery Coach Practice Guidelines will be sent to the TSC for review.  | Lisa Miller   | 3/31/2011 |
| ROSC Glossary will be sent to the TSC for review.   | Lisa Miller   | 3/31/2011 |
| ROSC PowerPoint Presentation will be sent to the TSC.   | Jeff Wieferich  | 3/04/2011 |

## BENEFITS PACKAGE – REVIEW AND DISCUSSION

MARCI SCALERA & JEFF WIEFERICH

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| DISCUSSION  |  |
| <p>Jeff Wieferich described the development of this table as being a more simplified version of the table that was shared with the TSC at our last meeting. All of the information is intact, but redistributed under three new headings - behavioral health, physical health and community-based supports. In addition, the table also identifies what listed behavioral health services are currently covered under Medicaid, and identifies which of those are mental health or substance use disorder services.</p> <p>Marci Scalera discussed that the purpose behind the items that were included in this package centers around what the group believes our system needs in order to meet the needs of the people we serve, provide holistic care and establish parity in mental health and substance use disorder services.</p> <p>Michael Head indicated that we have to look at this benefit package from a Medicaid perspective and understand medical necessity to ensure that we understand what we are seeking to put in place. Although we have block grant and general fund dollars that can be used differently, these monies will be shrinking and Medicaid will be growing and this necessitates us having to look at services from the Medicaid perspective.</p> <p>Brad VanZanten indicated that medical necessity criteria is not a concept that is understood by the criminal justice system, so it will be important to make sure this information is included and explained clearly.</p> <p>Denise Herbert indicated that it will be important to state that services, and the decisions for services to be provided, must be done in a culturally competent and diverse manner. The group agreed that this would be important and Jeff Wieferich indicated that, as the process moves forward and the narrative for justifying the benefits package is developed, the group will be sure to include this information.</p> |  |
| CONCLUSIONS   |  |
| <p>The next step in this process is for the group to identify which mental health services are not currently available to substance use disorder clients that should be made available. Jeff Wieferich identified eight services from the benefit table that are not currently available to substance use disorder clients. A ballot with these eight services was given to the group to identify the top four that the TSC would like the Benefit Package Group to focus on in terms of justifying the need to be included in the package.</p>   |  |

| ACTION ITEMS  | PERSON RESPONSIBLE | DEADLINE  |
|---|--------------------|-----------|
| The ballot will be sent to the TSC members who were not able to attend today's meeting. | Lisa Miller        | 3/18/2011 |

## FINAL REVIEW AND ADOPTION OF THE ROSC IMPLEMENTATION PLAN

JEFF WIEFERICH

| DISCUSSION   | The proposed final draft of the ROSC Implementation Plan was sent to the group prior to the meeting. |
|--|--|
| <p>Jeff Wieferich led a discussion on the significant changes that were made to the ROSC Implementation Plan because of the feedback received from the TSC.</p> <p>List of TSC members in the plan – suggestion made to alphabetize and not separate out the state level personnel involved with the group. The group decided to list names alphabetically with the person's affiliation listed after their name.</p> <p><b>Page 7</b> of the plan indicated that collaboration was being sought between the behavioral, primary care and criminal justice systems. It was suggested that we also include the housing, employment and transportation. The group supported this change.</p> <p><b>Page 17-20</b> – Guiding Principles: Many comments were received about the definitions used and the order in which they appear in the plan. Jeff Wieferich indicated that the principles and the definitions were left unchanged in order to respect the work of the stakeholder group that developed them in November of 2009. The need for changes can be reviewed in the future after work has started on meeting the goals and objectives. The group agreed to this approach.</p> <p><b>Page 23</b> – First column of the table: Under the alignment definitions, descriptions were added in each area that included a reference to being culturally competent. The group supported this change.</p> <p><b>Page 43-44</b> – Appendix A: the list of recovery oriented practices was put in alphabetical order due to concerns expressed that the previous list order appeared to be in order of preference or importance. Group agreed to the re-order.</p> <p><b>Objective C, under Goal 4:</b> This object previously read “To prevent suicides and attempted suicides among at-risk youth.” Comments were received that indicated we should focus these efforts on everyone, not just those at risk. The group agreed that this was important. Dr. Joyce Foster-Hartsfield did indicate that it is still important to consider the age groups in reference to suicide. The group agreed to this as well, and it was decided to amend potential strategy number one to read: “Examine the prevalence of suicide and attempted suicide among various groups in Michigan and the cultural disparities associated with suicide along with at-risk age groups.”</p> <p>BSAAS is attempting to get Michigan-specific data on criminal justice services and needs to include it in the plan to go along with the national data that is already there. The group agreed to this.</p> <p>Jeff Wieferich reported that we are still waiting on two citations from Ijeoma that need to be added to the plan.</p> <p><b>General comments from the group on the plan:</b></p> <p><b>Michael Head</b> indicated that this is a lot of work for the proposed three years; it appears to be more like 10 years in reality. <b>Joyce Foster-Hartsfield</b> agrees that this is an ambitious plan but her work with clients gives her faith that this can be done. <b>Sam Price</b> indicated that coordination will be critical and that individual group activity will need to be monitored closely. <b>Ron Brown</b> agreed that the plan is ambitious and does reflect the work of the group over the last year. <b>Denise Herbert</b> stated that this is a good document and that it provides us a road map for our work. <b>Marci Scalera</b> indicated that there have been great strides in the recovery area in her region and she sees people as being very adaptable and able to do the work in the plan. <b>Deborah Hollis</b> indicated that we will need to measure and document our process and progress as we move forward.</p> |  |
| CONCLUSIONS  | Seeking final approval on the ROSC Implementation Plan.  |
| <p>Jeff Wieferich polled the members present and asked if, based on the proposed changes that have been discussed and the pending information to be discussed, the TSC approve this plan for dissemination. The group unanimously agreed to approve the plan for dissemination.</p>  |  |

| ACTION ITEMS   | PERSON RESPONSIBLE | DEADLINE  |
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| The plan will be edited with the changes noted above, approved by the group, and then forwarded for MDCH review. | Jeff Wieferich     | 3/31/2011 |

#### PUTTING THE ROSC IMPLEMENTATION PLAN IN MOTION

**JEFF WIEFERICH**

|   |   |  |          |
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| DISCUSSION  | The process that BSAAS took to initiate action on the plan. |  |          |
| Jeff Wieferich did a presentation for the group that outlined the steps that BSAAS took to help the TSC to move forward in beginning to work on achieving the goals in the implementation plan. The decisions were arrived at based on the goals and objectives in the plan. BSAAS identified five workgroups that will be needed, and established general requirements and expectations for the groups (Workgroup Roles and Responsibilities handout). The five proposed groups are: Collaborations and Key Partnerships, Cultural Competency, Infrastructure, Prevention, and Recovery Voice. Jeff Wieferich also explained that each group would need to have a facilitator who is a TSC member, and that a BSAAS liaison would be assigned to each group. |   |  |          |
| The discussion with the group indicated they supported this approach and agreed to the formation of these five groups. The TSC did indicate that the BSAAS liaisons needed to be strong advocates at the state level to get the necessary messages and information communicated.  |   |  |          |
| CONCLUSIONS   |   |  |          |
| N/A   |   |  |          |
| ACTION ITEMS  | PERSON RESPONSIBLE  |  | DEADLINE |
| N/A   | N/A   |  | N/A      |

#### ORIENTATION TO SMALL GROUP WORK

**LISA MILLER**

|   |  |  |          |
|---|--|--|----------|
| DISCUSSION  | References the handouts that were distributed at the beginning of the meeting. |  |          |
| Lisa Miller provided a review of the workgroup process that was developed by BSAAS. The handouts received at the beginning of the meeting included the various tools created to help guide the workgroups and ensure that information is recorded in a consistent manner. The information presented by Lisa Miller also served to prepare the group for the afternoon group activity. |  |  |          |
| CONCLUSIONS   |  |  |          |
| N/A   |  |  |          |
| ACTION ITEMS  | PERSON RESPONSIBLE   |  | DEADLINE |
| N/A   | N/A  |  | N/A      |

#### WORKGROUP ACTIVITY

**LISA MILLER & JEFF WIEFERICH**

|   |  |
|---|--|
| DISCUSSION  | This activity served as the first meeting for the Collaboration and Key Partnership workgroup. |
| <p>Lisa Miller and Jeff Wieferich led the group, explaining that the group should function by focusing on the goals and objectives identified for it. Worksheets and tools developed for this group were distributed. After a recorder and a facilitator were designated, the group began to identify the steps necessary to begin their tasks. As the members worked, they identified a method to address their first objective.</p> |  |
| <p>Lisa Miller and Jeff Wieferich observed the proceedings and gathered useful ideas and methods that could be shared with the other groups.</p>  |  |

| CONCLUSIONS   | Items/actions that will be utilized for other groups. |
|---|---|
| The BSAAS liaison will need to be actively involved in getting the process moving and assisting the facilitator during the first few meetings of the group.   |   |
| The forms/worksheets need to be in a dynamic, electronic format and include all necessary information.  |   |
| Careful consideration is needed regarding how to populate the group with people outside of the TSC to ensure it has appropriate diversity and representation. BSAAS will review and assist with that process.   |   |
| It was recommended that all groups use the prevention framework of the various domains of services.   |   |
| May need to consider selecting a facilitator to ensure that the person has the appropriate expertise.   |   |
| The worksheets and tools were helpful but proved to be confusing/overwhelming to some members. It was recommended that this detailed information only be given to the facilitator and the rest of the member will receive very broad information, especially for the startup process. |   |
| It will be important for each group to keep up to date on what all of the groups are doing.   |   |

| ACTION ITEMS  | PERSON RESPONSIBLE | DEADLINE  |
|---|--------------------|-----------|
| Develop a pack of information to assist the workgroups based on the information received. | Lisa Miller        | 3/31/2011 |

## NEXT STEPS

**LISA MILLER**

|   |                                   |           |
|---|-----------------------------------|-----------|
| DISCUSSION  | How to keep this process moving.  |           |
| Lisa Miller led a discussion on what needs to happen now to continue to move this process along. TSC members need to sign up to participate in workgroups and begin to think about other people they believe should be considered for inclusion in the various groups. Groups need to get established, set up meetings, and have the first one within the next 45 days. |                                   |           |
| The group also discussed using part of the day of the quarterly meeting to have workgroup meetings so any needed communication can take place. This would also allow us to use our consultants to assist in working through any identified problems or helping to establish direction.  |                                   |           |
| CONCLUSIONS   |                                   |           |
| The BSAAS liaisons will assist with getting the first meetings up and going once members have signed up.  |                                   |           |
| ACTION ITEMS  | PERSON RESPONSIBLE                | DEADLINE  |
| BSAAS will send the workgroup information to the members not present so they can sign up.   | Lisa Miller                       | 3/31/2011 |
| First workgroup meetings to be conducted.   | Jeff Wieferich and BSAAS Liaisons | 4/30/2011 |

## ADDITIONAL INFORMATION

|                         |  |
|-------------------------|--|
| <b>OBSERVERS</b>        | None   |
| <b>RESOURCE PERSONS</b> | Direct any ROSC questions to Lisa Miller, at <a href="mailto:millerlis@michigan.gov">millerlis@michigan.gov</a> , or Jeff Wieferich, at <a href="mailto:wieferichj@michigan.gov">wieferichj@michigan.gov</a> .                 |
| <b>SPECIAL NOTES</b>    | Meeting handouts and presentation materials will be posted, along with these minutes, on the BSAAS website, <a href="http://www.michigan.gov/mdch-bsaas">www.michigan.gov/mdch-bsaas</a> , <a href="#">ROSC TSC Web Page</a> . |
| <b>NEXT MEETING</b>     | May 19, 2011, Okemos Conference Center/Comfort Inn, 2187 University Park Drive, Okemos, Michigan.  |